

85-4267

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

CY 86 Dates for the Career Trainee Development Course

STAT	FROM	EXTENSION	NO.
STAT	Director of Training and Education 1026 C of C		DATE
TO: (Officer designation, room number, and building)	DATE	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED	
1. EXO/DA 7D24 HQS	12/18/66	NRB	<div>18-4</div>
2.			
3. ADDA 7D24 HQS			
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5. DDA 7D24 HQS	12/19	Ø	
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OTE 85-7563

16 December 1985

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Training and Education

SUBJECT: CY86 Dates for the Career Trainee Development Course

1. The dates for the four CY 86 runnings of the Career Trainee Development Course (CTDC) have been set. The segment devoted to the Directorate of Administration has been scheduled for:

10 - 13 March 1986
16 - 19 June 1986
15 - 18 September 1986
21 - 24 October 1986

2. We hope that you will keynote this segment with a presentation entitled, "The Directorate of Administration." The Career Trainees have always reacted very positively and enthusiastically to this talk. This presentation has been set for:

10 March 1986	0900 - 0950
16 June 1986	0900 - 0950
15 September 1986	0900 - 0950
21 October 1986	0900 - 0950

A copy of the course schedule and class roster will be forwarded to your office prior to the running of the DA segment.

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Course

3. Thank you for your interest and support of the Career
Trainee Program.

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